

MASSACHUSETTS NATIONAL GUARD  
TECHNICIAN EMPLOYMENT BULLETIN

NUMBER: 06-102/81

INDEFINITE

18 September 2006

OFFICE OF THE ADJUTANT GENERAL  
Human Resources Office  
50 Maple Street  
Milford, MA 01757-3604  
(508) 233-7452/6757 (DSN) 256-7452/6757

SERVICE: *Air Guard*  
APPLICATIONS ACCEPTED UNTIL: \*17 October 2006  
EMPLOYMENT LOCATION: 102 FW (Civil Engineering), Otis, MA  
TELEPHONE CONTACT: Del T. Stephenson  
(508) 968-4674 or (DSN) 557-4674

POSITION: FIRE PROTECTION SPECIALIST

PDCN: 80015

SERIES/GRADE: GS-0081-08

SALARY: PA \$ 41,472 to \$ 53,913

\*Applications must be received by noon on the close date at unit level and by noon at HRO, JFHQs, Milford on the work day following.

APPOINTMENT FACTORS:

<input checked="" type="checkbox"/> Bargaining Unit	<input type="checkbox"/> Supervisory/Management	<input type="checkbox"/> Entry Level	<input type="checkbox"/> Excluded
<input type="checkbox"/> Permanent Position	<input type="checkbox"/> Temporary Promotion	<input checked="" type="checkbox"/> Indefinite Position	
<input type="checkbox"/> Officer	<input type="checkbox"/> Warrant Officer	<input checked="" type="checkbox"/> Enlisted	

AREA OF CONSIDERATION:

- ✓ All enlisted personnel in the Massachusetts Air National Guard
- ✓ All individuals eligible for immediate enlistment into the Massachusetts Air National Guard

COMPATIBLE MILITARY SPECIALTY AND GRADE (Grade Inversion Prohibited):

Compatible MOS/AFSC: 3E7XX

Maximum Military Grade	Officer:	Warrant Officer:	Enlisted: MSgt
Minimum Military Grade	Officer:	Warrant Officer:	Enlisted: A1C

**GENERAL EXPERIENCE:** Experience, training, and/or education which demonstrates the ability to follow directions, to read, understand, and retain a variety of instructions, regulations, and procedures.

**SPECIALIZED EXPERIENCE:** Must have 18 months experience as a hoseman, ladderman, hydrantman, or rescuer in the control and extinguishment of fires as an active/regular member of a fire fighting operation; experience which required regular strenuous activity and demonstrated the ability to climb and lift or carry heavy equipment; ability to maintain alertness, self control and emotional stability under conditions of stress, confusion, panic and physical injury; detection, control and elimination of fire hazards, applying fire regulations and codes; speaking to groups on fire prevention. Must have fire fighter certifications: minimum - 5 level. MUST HAVE A VALID STATE DRIVER'S LICENSE.

**APPLICANTS WHO MEET THE ABOVE ELIGIBILITY REQUIREMENTS WILL BE EVALUATED BASED ON THE FOLLOWING KNOWLEDGE, SKILLS AND ABILITIES, (KSAs) WHICH ARE CONSIDERED ESSENTIAL TO PERFORM THE DUTIES AND RESPONSIBILITIES OF THIS POSITION:**

1. Knowledge of records, reports, correspondence and administrative details associated with the total fire protection program.
2. Knowledge of federal and local laws, rules and regulations.
3. Ability to conduct fire investigations of reported incidents, obtain and analyze facts to establish cause and arrive at the best method to prevent recurrences.
4. Ability to review construction and alteration plans and recommend changes to comply with fire prevention requirements.
5. Ability to conduct classes and lectures in fire prevention/protection..

Job announcements and application procedures are posted on Internet: [WWW.MASS.GOV/GUARD](http://WWW.MASS.GOV/GUARD).

ALL TECHNICIAN HIRES SUBJECT TO THE AVAILABILITY OF FUNDS  
THE MASS NATIONAL GUARD IS AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER.  
MINORITIES AND WOMEN (UNLESS OTHERWISE PROHIBITED) ARE ENCOURAGED TO APPLY.

## APPLICATION PROCEDURES

Include all of the following with application packet:

- ✓ Submit **one** of the following forms of application
  - OF 612 - Optional Application for Federal Employment
  - Resume
  - SF 171
- ✓ HRO Form 1-1 (Application for Position Vacancy)
- ✓ HRO Form 1-2 (Mass National Guard Supplemental Questionnaire for Tech Vacancy)
- ✓ SF 181 Race And National Origin Identification

(This form is optional. Applicants who desire minority consideration must complete this form)

- ✓ Current military technician employees will furnish one additional copy of HRO Form 1-1 to their immediate supervisor. Supervisors will complete the required HRO Form 1-3 or HRO Form 1-4 within two (2) workdays and forward it to the HRO.

As a minimum, applications must contain the following information:

- A. The announcement number, title and grade of the job you are applying for
- B. Full name, mailing address and day and evening phone numbers
- C. High school/college education
- D. Information on your paid and non-paid work experience related to the job you are applying for (i.e. job title, duties and accomplishments, employer's name and address, supervisor's name and phone number, starting and ending dates, hours per week, salary; and indicate if we may contact your current supervisor)
- E. Other qualifications such as job related training courses (title and year); job related skills; job related certificates and licenses (current only); and job related honors, awards and special accomplishments
- F. State military grade and MOS/AFSC, and all related military experience.

All applicants are cautioned against making false statements on their application. By submitting an application for employment applicants certify that, to the best of their knowledge and belief, all of the information on and attached to the application is true, correct, and complete and made in good faith. Applicants must understand that false or fraudulent information on or attached to the application may be grounds for not hiring them or firing them after work begins, and may be punishable by fine or imprisonment. Applicants must also understand that any information they give may be investigated/verified. Regardless of the format of the application, candidates must indicate how they possess the Knowledge, Skills and Abilities (KSA's) required of this position. Individual applicants must meet the mandatory qualifications and indicate how they meet these qualifications. Failure to do so will result in the application being returned as ineligible. The following documents are not acceptable as attachments to applications: photographs, copies of position descriptions, training certificates, performance ratings (civilian or military), awards or letters of appreciation. It is illegal to mail applications at government expense.

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### SUBMIT PAPER APPLICATIONS TO:

JFHQ- MAARNG  
ATTN: HRO (Staffing)  
50 Maple St.  
Milford, MA 01757-3604



### SUBMIT ELECTRONIC APPLICATIONS TO:

Information on applying electronically can be found at:  
**e-mail to:** [MA-staffing@ng.army.mil](mailto:MA-staffing@ng.army.mil)  
<http://www.mass.gov/guard>  
Look under **Electronic Application Procedures**  
TEB's are also posted on GKO/MAKO

### SELECTION OF INDIVIDUAL:

- A. Selection will be by review of written application and interview. Applicants who desire a personal interview must indicate it on their HRO form 1-1.
- B. Applicants claiming educational achievements on their application must bring certificates with them when interviewed.
- C. Assistance in preparing applications is available by contacting the Military Technician Staffing Section (508) 233-7452/6757 or DSN 256-7452/6757. For assistance in completing federal job applications/resumes, please see OF 510, "Applying for a Federal Job". This form is available on OPM's World Wide Web site at [www.usajobs.opm.gov](http://www.usajobs.opm.gov), and on other automated federal job information systems.
- D. Applicants must possess or be eligible for the appropriate level Security Clearance.
- E. Candidates must possess a valid State driver's license for the State in which they live or are principally employed.
- F. **CONDITION OF EMPLOYMENT:** Employee will be required by law to participate in Direct Deposit/Electronic Fund Transfer program.
- G. DoD Fire Fighter Certifications as required within one year of employment.
- H. **PCS MOVE: EXPENSES NOT AUTHORIZED**

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